

SNODLAND TOWN COUNCIL**31 JANUARY 2018**

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| Committee Members present: | Cllrs Mrs D King (VC), Mrs D Crook, Mrs L Downes, B Garlick, P Hickmott, A Keeley, D Keeley, J Minter, Mrs K Mordecai-Woolf and M Sawkins |
| Council Members present: | Mrs K Sowten (CEO) and Miss E Jones |
| Members of the public: | One member of the public present |

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| 1. | <p><u>Apologies for absence</u></p> <p>Apologies were received from Cllrs Mrs Sarah Hohler, P Misy (C), Mrs S Bell, Mrs B Brown, Mrs B Keeley, D Purl and Mr Paul Foster (Co-op Representative)</p> <p>In the absence of Cllr P Misy (C), Cllr Mrs D King chaired the meeting.</p> |
| 2. | <p><u>Declaration of Interest</u></p> <p>There was a declaration of interest from Cllr P Hickmott with regard to cheque no 17700.</p> |
| 3. | <p><u>Report from Neighbourhood Police Team</u></p> <p>As the neighbourhood police team were not present at the meeting a crime report was distributed to the Committee.</p> |
| 4. | <p><u>County Councillor's Report</u></p> <p>Cllr Mrs S Hohler did not attend the meeting but e-mailed relevant information for the Committee which the CEO read out to the Committee:</p> <ul style="list-style-type: none"> • KCC are still working on the budget and there was nothing to report; • She was awaiting a response about the A228 pedestrian crossing and whether the bid had been successful; • She had received several complaints regarding perceived speeding vehicles along the A228 between the Holborough Lakes and Halling roundabouts and also along Poynder Drive – she will raise these concerns with the new cabinet member and new Officer for Highways once they have familiarised themselves with the local issues. |
| | <p>Pursuant to Standing Order 68 the Chairman of the committee will invite Members of the public to express an interest should they wish to make representations, ask questions, or give evidence in respect of any item of business included on the agenda.</p> |
| 5. | <p><u>Questions from the public (<i>Members of the public are advised that they may speak for up to three minutes</i>)</u></p> <p>There were no questions from the member of the public.</p> |

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| 6. | <u>Chairman's Announcements</u> | |
| | There were no Chairman's announcements. | |
| 7. | <u>To resolve that the Minutes of the Council Meeting held on 11 January 2018 are a correct record</u> | |
| 0352 | RESOLVED – that the Minutes of the Full Council Meeting held on 11 January 2018 be approved a correct record and be signed by the Chairman. Signed | |
| 8. | <u>To receive reports and consider recommendations of Council Committees</u> | |
| 8.1 | Policy and Resources | For information only as resolved at Special Full Council on 11 January 2018 |
| 8.2 | Amenities and Recreation | 18 January 2018 (pp 80 – 83) |
| 0353 | The Chairman reported one recommendation at item 7 to appoint Playdale to supply the equipment for Nevil Park and the Recreation Ground. RESOLVED – to agree to appoint Playdale to supply and install the play equipment at Nevil Park and the Recreation Ground (omitting the Air Rider) | |
| 8.3 | Planning and Environment | 25 January 2018 (pp 84 - 85) |
| | The Chairman advised that there were no recommendations but conveyed that he was disappointed that the representatives from the Co-op had sent their apologies due to a motor incident. The CEO advised that this meeting would be re-arranged at a later date but needed to be held before 14 February 2018. | |
| 9. | <u>Reports from Borough Councillors</u> | |
| | Cllr D Keeley reported that he had attended a meeting with Cllr Mrs B Brown regarding the Smart Motorway. He advised that work would begin at the end of March and would continue for 16 months. He advised that 3 lanes would always be operational. He also advised that they discussed the replacement footbridge at Aylesford, however no mention had been made about the replacement footbridge at Addington. | |
| 10. | <u>Town Councillors reports on meetings attended on behalf of the Council</u> | |
| | There were no reports from the Town Councillors. | |
| 11. | <u>To receive details of cheques signed since the last Council Meeting</u> | |
| | A list of cheque payments, direct debits and transfers into reserve account from 29 November 2017 to 31 January 2018 totalling £76,876.23 was given to each Councillor. Several payment queries were asked for the CEO to clarify: <ul style="list-style-type: none"> Cheque ref 17670 - A question was raised regarding the £2,000 paid into the CCLA Investment Fund – the CEO explained that this is used to increase the investment fund to allow the interest to cover continued annual maintenance (clock service and electrical costs) to be carried out on the Clocktower. With regard to this, a question was asked if the | |

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| | <p>weather vane would be straightened – the CEO advised that the weather vane has been crooked for a number of years. It has been checked previously and remains sturdy. Long term plans are to erect scaffolding to enable the Clocktower to be assessed for maintenance and repairs;</p> <ul style="list-style-type: none"> • Cheque ref 17673 – The CEO confirmed that this entry only showed the first line of the description on the invoice and advised that this was for general cleaning products; • A question was raised if the electricity charges for the streetlights had reduced since installing LED lamps to some streetlights? The CEO confirmed that there had been a reduction in costs and she was anticipating larger savings would be made once the final change-over of the remaining lights had been carried out in March; • Cheque ref 017724 - The CEO explained that the ‘carriage’ entry was again only the first entry on the invoice with additional lines for recreational benches. |
| 12. | <p><u>Report from the Chief Executive Officer</u></p> <p>The CEO reported the unveiling of the memorial bench dedicated to the late Anne Moloney would take place on Friday 9 March 2018 at Holborough Park.</p> <p>The CEO reminded the Committee of several forthcoming meetings:</p> <ul style="list-style-type: none"> • Emergency Planning meeting – Thursday 1st February 2018; • Allotment AGM - Wednesday 7th February at 7.30pm; and finally • Christmas and Carnival meeting - Thursday 8th February beginning at 7pm. The CEO also reminded Councillors that these events are Council events and should be attended and supported by Councillors. <p>The CEO advised the Committee that the Policy and Resources meeting due to be held on 26 February 2018 has been cancelled.</p> |
| 13. | <p><u>To receive a report on the progress of the Lift installation</u></p> <p>The CEO reported that following the recommendation at the Policy and Resources Meeting and subsequent resolution at Full Council on 11 January 2018 to accept the quote for exterior building work from R S Property Maintenance, she advised that the company were unable to complete the work by the given deadline and reported that it was their policy not to accept work that they could not fulfil in the timescale required. The CEO advised the Chairman of the Policy and Resources Committee and 3 other councillors of the situation and it was agreed that the quote received from Peter David Associates was accepted to carry out the work.</p> <p>The CEO reported that the ground work for the lift had been completed and was now awaiting the electrical work to be carried out. She was expecting the lift to be operational by the end of March 2018.</p> |
| 14. | <p><u>To receive an invitation to the Service of Rededication and Thanksgiving at All Saints Church</u></p> <p>The CEO advised the Committee that they had all received an invitation to the Service of Rededication and Thanksgiving at All Saints Church and should reply directly to Rev'd Hugh Broadbent if they would like to attend.</p> |

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| 15. 0354 | <p><u>To consider and if agreed accept the proposed Audit plan for Parish Accounts 2018/19 from KCC</u></p> <p>The CEO advised the Committee that she had received a letter from KCC setting out the proposed internal audit plan for 2018/19. She advised that there was no increase from last year and asked that they agreed for KCC to continue to provide the Council's audit services.</p> <p>RESOLVED – to agree to continue to use KCC as the Council's Auditors for 2018/19.</p> |
| 16. 0355 | <p><u>Correspondence</u></p> <p>The CEO advised that she had received a letter from Townsend Hook Bowls Club thanking the Council for supporting their grant application which had enabled them to receiving funding to purchase essential machinery which will improve the clubs facilities.</p> <p>The CEO advised the Committee that she had received an invitation for Councillors to take part in flood warden training on 12th March 2018 at 7 – 9pm. It will be held in Addington Village Hall.</p> <p>RESOLVED – Cllr A Keely will hope to attend this training and report at the next meeting.</p> |

There being no other business, the meeting closed at 8.00pm.